

Community Pathways Waiver – Draft Proposal

Service Type: Statutory

Service (Name): Supported Employment

Alternative Service Title: **EMPLOYMENT DISCOVERY AND CUSTOMIZATION**

HCBS Taxonomy:

Check as applicable

☐ Service is included in approved waiver. There is no change in service specifications.

☒ Service is included in approved waiver. The service specifications have been modified.

☐ Service is not included in the approved waiver.

Service Definition:

- A. Discovery and Customization services are time limited services to identify and develop customize employment options for individual working towards competitive integrated employment.
- B. Employment Discovery is a time-limited comprehensive, person-centered, community-based employment planning process. The Employment Discovery process and activities include:
 - 1. Visits to the individual's home
 - 2. Assessment of the community surrounding their home
 - 3. Work skills and interest inventory
 - 4. Job trials
 - 5. Identification of the ideal conditions for employment for the individual
 - 6. Development of an Employment Discovery Profile with all pertinent information about the individual's skills, job preferences, possible contributions to an employer, and useful social networks. The profile may also include a picture or written resume.
- C. Customization is support to assist an individual to obtain a negotiated competitive integrated job. The use of the individual's social network, community resources and relationships, the American Job's Centers, and provider business contacts should be accessed when supporting an individual to identify possible employers.

SERVICE REQUIREMENTS:

- A. Employment Discovery and Customization is an employment service.
- B. Services and supports are provided for individuals wanting to work in individual jobs paid by a private community employer.
- C. A person centered plan may include a mix of employment and day related waiver services such as Day Habilitation, Community Development Services, Transitional Employment Services, and Supported Employment provided at different times.
- D. Transportation to and from the activities will be provided or arranged by the licensed provider and funded through the rate system. The licensee shall use the mode of

transportation which achieves the least costly, and most appropriate, means of transportation for the individual with priority given to the use of public transportation when appropriate.

- E. Discovery and Customization services does not include items or services otherwise available under the individual's private health insurance (if applicable), the Medicaid State Plan, or through other resources.
- F. Documentation must be maintained in the file of each individual receiving this service that the service is not available under a program funded under section 110 of the Rehabilitation Act of 1973 or the IDEA (20 U.S.C. 1401 et seq.).

Specify applicable (if any) limits on the amount, frequency, or duration of this service:

- A. Employment Discovery activities are limited to 40 hours and must be completed within a four (4) month period unless otherwise authorized by the DDA.
- B. Customization activities are limited to 20 hours and must be completed within a two (2) month period of time unless otherwise authorized by the DDA.
- C. Employment Discovery and Customization services are provided Monday through Friday only.
- D. Employment Discovery and Customization services may not exceed a maximum of eight (8) hours per day (including other Transitional Employment, Community Development Services and Day Habilitation services).

Service Delivery Method (check each that applies)

- ☒ Participant Directed as specified in Appendix E
- ☒ Provider Managed

Specify whether the service may be provided by (check all that applies):

- ☐ Legally Responsible Person
- ☐ Relative
- ☐ Legal Guardian

Provider Specifications: (Instructions list the following for each type of provider that can deliver the services):

Provider Category	Provider Type Title
Individual	Individual – for self-directed services
Agency	Licensed DDA Vocational or Day Habilitation Service Provider

Provider Category: Individual

Provider Type: Individual for self-directed services

Provider Qualifications License (specify):

License (specify):

Certificate (specify):

Other Standard (specify):

1. Individuals in self-directing services, as the employer, determine staff specific requirements and may require additional provider requirements based on their preferences and level of needs such as:
 - a. Certification in in discovery, customized employment, and job development
 - b. Current first aid and CPR training and certification
 - c. Training by individual/family on individual-specific information (including preferences, positive behavior supports, when needed, and disability-specific information)
 - d. Passing a criminal background investigation
 - e. Signing a self-directed provider agreement verifying qualifications and articulating expectations
2. Unlicensed staff paid to administer medication and/or perform treatments must be certified by the Maryland Board of Nursing (MBON) as Medication Technicians.

Verification of Provider Qualifications Entity

Responsible for Verification:

- Fiscal Management Service providers for verification of individual specific qualifications

Frequency of Verification:

- Fiscal Management Services - prior to service delivery

Provider Category: Agency

Provider Type: Licensed DDA Vocational or Day Habilitation Service Provider

Provider Qualifications License (specify):

License (specify):

Licensed DDA Vocational or Day Habilitation Service Provider as per COMAR 10.22.02 and 10.22.07

Certificate (specify):

Other Standard (specify):

Staff must possess appropriate licenses/certifications as required by law based on service provided and needs of the individual at time of service.

Employment Discovery and Customization services are provided by staff who has a DDA approved certification in discovery, customized employment, and job development.

Verification of Provider Qualifications Entity

Responsible for Verification:

- DDA for license
- Provider for staff licenses, certifications, and training

Frequency of Verification:

- DDA – annual for license
- Provider – prior to service delivery

Amendment DRAFT